

Job Description

Financial Planning & Reporting Analyst

Job Details

Job title	Financial Planning & Reporting Analyst
Job purpose	The Financial Planning & Reporting Analyst supports strategic decision-making by delivering accurate, timely management reporting and insightful commercial analysis. This role is responsible for building and maintaining Power BI reporting and partners with stakeholders to define business risk and performance dashboards.
Job location	Office Based (hybrid working option available)
Reports to	Director of Finance

Dimensions

Line management	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Budget holder	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
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Job Purpose

Core responsibilities	<ul style="list-style-type: none"> + Drive consistent reporting in Power BI throughout the business from dashboards to exception reporting. + Integrate performance and risk reporting into project execution, not just after launch. + Collaborate with the Commercial team to create effective business development strategies, focusing on growth, profitability, and utilisation analysis. The goal is to support our expansion objectives by offering detailed insights into income streams, such as product performance from initial lead generation through continued growth. + Consolidation of monthly management accounts through Power BI, including budget and forecast comparisons, to speed up the publishing of the management accounts, to 5 days.
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	<ul style="list-style-type: none"> + Responsible for accurate balanced scorecard reporting, aligned to the business objectives, including reviewing data flows to support automation. + Line management and development of Data Analysts. + Support budget and forecasting process including, automation of our weekly pipeline, focusing on streamlining the consolidation process. + Investment analysis of new development schemes to identify profitability and expected growth to business. + Commercial Analysis: Provide data-driven insights and build models to support business and financial processes. + Responsible for providing accurate data, both financial & operational for the UKAS Annual Report.
Non-Core responsibilities	<ul style="list-style-type: none"> + Ad hoc tasks as required.

Signature of job holder:			
Name:		Date:	